

संघ राज्य प्रशासन, लद्दाख  
आवास एवं शहरी विकास  
विभाग  
ई-मेल/email:  
secy-hudd@ladakh.gov.in



THE ADMINISTRATION OF  
UNION TERRITORY OF LADAKH  
HOUSING & URBAN  
DEVELOPMENT DEPARTMENT  
लेह/Leh, dated: 29/08/2025

File No.: A-55/3/2025-EST SEC (HUD) / 327-328

**PUBLIC NOTICE**


**Subject: Draft Recruitment Rules (RR) for Non-Gazetted Posts in Urban Planning Department, Housing & Urban Development Department, UT of Ladakh.**

The draft recruitment rules of the Union Territory of Ladakh Urban Planning Department (Subordinate) Service Recruitment Rules, 2025 are hereby uploaded on the official website of UT Administration of Ladakh, viz. ladakh.nic.in, for inviting comments/suggestions.

Before seeking approval for notifying the rules, from the competent authority, all the stakeholders are encouraged to submit the comments, if any, within **30 days** from the date this notice is published on the official website of UT Administration Ladakh.

The comments may be sent by e-mail at **dulbladakh@gmail.com** or by post to the Directorate Housing & Urban Development Department, Old Rajniwas, Leh, Ladakh, 194101.

Suggestion/comments/objections, if any, so received within the allotted time frame will be taken into consideration in accordance with the guidelines.

  
Sumera Shafi, JKAS  
Under Secretary, H&UDD

Copy to the:

1. Director, Housing & Urban Development Department, UT Ladakh.
2. DIO, NIC UT Secretariat, Leh with the request to upload the draft recruitment rules on the official website of the UT Administration Ladakh.



## Notification

Ladakh, the \_\_\_\_\_ of August, 2025

S.O. \_\_\_\_\_ In exercise of the powers conferred by S.O. 282(E) dated 21.01.2020, issued by the Ministry of Home Affairs, the Lieutenant Governor of Union territory of Ladakh hereby makes the following Rules, namely: —

1. **Short title and commencement.** — (1) These Rules may be called *the Union territory of Ladakh Urban Planning Department (Subordinate) Service Recruitment Rules, 2025*.  
(2) These Rules shall come into force from the date of their publication in the Official Gazette.

2. **Definitions:** — In these Rules, unless the context otherwise requires, —  
(a) “Administration” means Administration of the Union territory of Ladakh;  
(b) “Administrative Department” means the Department of the Administration in the Union territory Secretariat holding the administrative charge of the Service;  
(c) “Appointed day” shall mean the day as defined under section 2 (a) of the Jammu and Kashmir Reorganization Act, 2019;  
(d) “Board” means the appropriate recruitment board;  
(e) “Cadre” means the sanctioned strength of the Service under these Rules;  
(f) “Member of the Service” means a person appointed to a post in the Urban Planning Department (Subordinate) Service under the provisions of these Rules;  
(g) “Rules” means the Union territory of Ladakh Urban Planning Department (Subordinate) Service Recruitment Rules;  
(h) “Resident of Union territory of Ladakh” means any person who satisfies the criteria of residence as may be prescribed for the purpose of employment under the Administration of Union territory of Ladakh under any Act, Rule, Regulation or Order having force of law in Union territory of Ladakh;  
(i) “Schedule” means the Schedule(s) annexed to these Rules;  
(j) “Service” means Service as constituted under these Rules; and  
(k) “Union Territory” means the Union territory of Ladakh.

3. **Constitution of the Service:** — From the date of commencement of these Rules, there shall be constituted the Union territory of Ladakh Urban Planning Department (Subordinate) Service.

4. **Initial Constitution:** — On the date of commencement of these Rules, persons who have already been appointed substantively to a post in the cadre of J&K Urban Planning Department (Subordinate) Service and finally allotted for service in the Union territory of Ladakh in accordance with the provisions of section 89(2) of the J&K Reorganization Act, 2019, shall be deemed to have been appointed to the Service at the initial constitution:

*Provided that* a person appointed by a competent authority substantively to a post in the cadre of J&K Urban Planning Department (Subordinate) Service on the recommendations of a Board after the appointed day shall also be deemed to have been appointed to the Service at the initial constitution and the services rendered by him prior to the commencement of these Rules shall count for the purposes of rules regulating his conditions of service

5. **Strength and Composition of the Service.** — (1) The authorized permanent strength of the Cadre and the nature of the posts included therein shall be determined by the Administration, from time to time, and shall at the initial constitution of the Service under these Rules, be such as specified in *Schedule-I*.

- (2) The Administration shall, at the interval of every five years or at such other intervals as may be necessary, re-examine the strength and composition of the Cadre of the Service and make such alteration therein as it deems fit.

6. **Qualification and Method of Recruitment:** — (1) No person shall be eligible for appointment or promotion to any post unless he possesses the qualifications as laid down in *Schedule- II* annexed to these Rules.

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(2) Appointment to the Service shall be made: —

(a) By direct recruitment; or

(b) By promotion, failing which by absorption:

*Provided that* the terms and manner of appointment by absorption shall be as notified by the Administration by a general or special order:

*Provided further that* the competent authority to appoint a person to the Service by absorption shall be the Administration.

7. **Probation:** — (1) Every person on appointment to the Service, by direct recruitment shall be on probation for a period of two years. Person on appointment to the Service by promotion or by absorption shall be on probation for a period of six months:

*Provided that* the period of probation may extend in accordance with the instructions issued by the Administration from time to time:

*Provided further that* other matters relating to probation, will be governed by the instructions issued by the Administration in this regard from time to time.

(2) If, during the period of probation or any extension thereof, as the case may be, the Administration is of the opinion that a person appointed to the Service has not successfully completed the period of probation, the Administration may discharge the directly recruited candidate from the Service or revert the promotee to the post held by him prior to his promotion.

8. **Training and Departmental Examination:** —

Persons appointed to the Service shall be required to undergo such training from time to time during the course of probation and to pass such examination(s) as the Administration may prescribe:

*Provided that* the Administration may exempt, either wholly or partly, from such training or departmental examination(s) person who have passed a departmental examination or undergone training declared by the Administration to be equivalent to a departmental examination or training prescribed under these Rules.

9. **Eligibility for Direct Recruitment:** —

The age limit and other qualifications for direct recruitment shall be as prescribed by the Administration:

*Provided that* a person already in Government service would be required to apply through proper channel for direct recruitment against a vacant post in the Service, if he possesses the educational and other qualifications prescribed for recruitment to such posts.

10. **Maintenance of Seniority Lists:** — The Administrative Department shall maintain up to date and final seniority list of members of the Service:

*Provided that* the seniority of Members of the Service shall be maintained in accordance with the rules as may be notified by the Administration by a general or special order.

11. **Disqualification for Appointment:** —

No person shall be qualified for appointment to the Service unless the person is a Resident of Union territory of Ladakh:

*Provided that* this rule shall not apply to persons allotted service in Union territory of Ladakh under the provisions of section 89(2) of Jammu and Kashmir Reorganization Act, 2019, or such Rules as may be prescribed by the Administration.

12. **Interpretation:** —

If any question arises relating to the interpretation of these Rules, the matter shall be referred to the Administrative Department whose decision thereon shall be final and binding.

13. **Repeal and Savings:** —

(1) All the Rules corresponding to these Rules in force immediately before the commencement of these Rules are hereby repealed.

(2) Notwithstanding such repeal, any appointment order made or action taken under the provisions of the Rules so repealed shall be deemed to have been made or taken under the corresponding provisions of these Rules.

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(3) Nothing in these Rules shall affect reservations, relaxation in age-limit and other concessions required to be provided for the Scheduled Tribes/Scheduled Castes and other special categories of person in accordance with orders issued by the Administration from time to time in this regard.

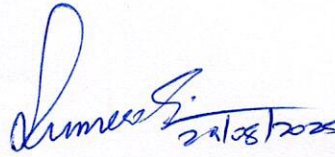
**14. Residuary Matters: —**

In regard to the matters not specifically covered by these Rules, the members of the Service shall be governed by Rules/regulations and orders as may be prescribed by the Administration.

Sd/-  
(Sanjit Rodrigues) IAS,  
Administrative Secretary  
Housing and Urban Development Department  
UT Ladakh

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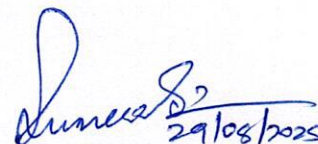
1. Joint Secretary MHA, Jammu & Kashmir, and Ladakh.
2. All the Administrative Secretaries of UT Ladakh.
3. Inspector General of Police, Ladakh.
4. Deputy Commissioner/CEO, LAHDCs Leh/Kargil.
5. All Divisional Heads of the Departments.
6. OSD to Hon'ble Lieutenant Governor, Union Territory of Ladakh for information of Hon'ble Lieutenant Governor.
7. Private Secretary to the Advisor for the kind information of the Advisor.
8. District Informatics Officer, NIC, Ladakh for uploading in the UT Website.
9. I/C Archives, Archaeology and Museums.
10. Office/Order File.

  
(Sumera Shafi) KAS,  
Under Secretary  
Housing and Urban Development Department  
UT of Ladakh

**Urban Planning Department (Subordinate) Service Recruitment Rules,2025**  
**Schedule-I**

**S.O dated: .08.2025**

S. No	Designation of thePost	Pay Level & Structure	No. of posts
1	Architectural Assistant	Level -6E (35900-113500)	04
2	Planning Assistant	Level -6E (35900-113500)	02
3	Driver Grade II	Level -2 (19900-63200)	01
		<b>Total</b>	<b>06</b>

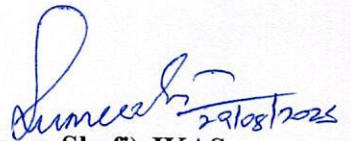


(Sumera Shafi) KAS,  
Under Secretary  
Housing and Urban Development Department  
UT of Ladakh



**SCHEDULE – II**  
**SO Dated: .08.2021**  
**Schedule- II (A)**

<b>Pay Level &amp; Structure</b>	<b>Designation</b>	<b>Minimum qualification for direct recruitment</b>	<b>Method of recruitment</b>
Level-6E (35900-113500)	Architectural Assistant	a. Degree in Architecture from a recognized University / Institution or equivalent. b. Two years' experience in Architecture Field.	100% direct recruitment
Level-6E (35900-113500)	Planning Assistant	a. Bachelor Degree in Planning or Architecture or Civil Engineering from a recognized University / Institution or equivalent b. Two years' experience in Town Planning / Architecture / Civil Engineering Field.	100% direct recruitment
Level -2 (19900-63200)	Driver Grade - II	Matriculation with driving license of Light Motor Vehicle (LMV) with (TRANS)	100% direct recruitment

  
(Sumera Shafi) JKAS,  
Under Secretary  
Housing and Urban Development Department  
UT of Ladakh